



City of Seattle
Edward B. Murray
Mayor

March 13, 2017

Dear Fire Protection Systems Testing Company,

In mid-2017, the Seattle Fire Department (SFD) will implement an online fire and life safety systems testing oversight program or “confidence testing” program. Fire protection systems including fire alarms, sprinklers and suppression are among the most important components in any building type for preserving lives, protecting property, and enhancing firefighter safety.

SFD has selected a private company, Brycer, to significantly improve SFD’s ability to track and drive code compliance through Brycer’s online tool, The Compliance Engine www.thecomplianceengine.com. Accurate and timely inspection reporting, combined with this new tracking capacity, will reduce false alarms and expedite the repairs of fire protection systems, helping ensure the SFD mission of saving lives and protecting property for all who live, work, visit, or do business in Seattle.

In Washington State, Bellevue, Mercer Island, Shoreline, Redmond, West Pierce County and Clark County have already implemented the program with the Compliance Engine.

Here are some facts about the program in Seattle, which becomes **mandatory on July 1, 2017**:

- This change has no impact on a building owner’s ability to select an approved fire protection vendor.
- As of July 1, 2017, systems test reports for tests of fire protection systems conducted within Seattle as included in Table 1 on the next page will be required to be sent to SFD electronically via SFD’s third party vendor.
- Companies employing certified technicians will be required to register and utilize the third-party vendor’s single point online reporting system to file test reports to be accessed and reviewed by SFD.
- There will be no changes to the mandatory notification process for “red tagged” systems – technicians or impairment coordinators must still call the hotline and submit the impairment notification form to SFD immediately.
- There is a report filing fee of \$30 per report per testing period. Fees for re-testing repaired systems will also be \$30 per re-test. Multiple systems of the same type may be combined on one report. For example, a single wet sprinkler report can contain information about all wet sprinkler systems in the same premises for one \$30 fee. The fee will offset the cost of hiring a dedicated Systems Testing Lieutenant to support the program and customers.
- (Federal agencies can determine whether they wish to submit forms to SFD related to systems tests in federally owned facilities; if they choose to submit, the \$30 per report fee will be required.)

March 13, 2017

Letter from Seattle Fire Marshal to Service Providers re: Systems Testing Reporting

Page 2

- Reporting forms will be available through The Compliance Engine and on SFD's website at <http://www.seattle.gov/fire/FMO/confidenceTesting/ctforms.htm>.

SFD would like to ensure this new program works well for testing companies who are our partners and we have prepared the following resources.

- **Town Hall Meeting May 2, 2017**
SFD will host a town hall meeting for systems testing companies on May 2nd 2017 from 3-4:30pm to provide more information. Invitations will be sent during the month of April to the main offices of all companies who have SFD-certified employees. You may contact Karen Grove at Karen.Grove@seattle.gov if you would like more information on attending.
- **Online Training and Webinars for Systems Testing Companies**
Brycer has complimentary online training for systems testing companies. To register for training go to <http://www.thecomplianceengine.com/online-training/>. For any additional questions on training, please contact Brycer at 855-279-2371.
- **Soft Launch for City-owned Buildings in June 1-30, 2017**
To provide a soft launch to allow testing companies to become familiar with the new process, City of Seattle is welcoming testing companies to submit test reports related to systems in City of Seattle-owned buildings during the month of June, prior to the mandatory July 1, 2017 full city launch.
- **Letter from Seattle Fire Chief Explaining Program**
SFD has prepared a letter from the Fire Chief to building owners and property managers informing them of the new program. Service providers may wish to make copies of the SFD letter and provide it to your customers should the customers have any questions. The letter is available for download here: <http://www.seattle.gov/fire/FMO/confidenceTesting/ct.htm>.
- **Additional Information about the July 1, 2017, Test Report Submittal Requirements**
For additional information about the requirements taking effect July 1, 2017, please see Administrative Rule 9.02.17, particularly section 5, available at <http://www.seattle.gov/fire/FMO/firecode/adminRules.htm>

Table 1: Systems Test Reports Requiring Submittal to the Seattle Fire Department

Fire Protection System Type	Code/Standard	Frequency of Test to SFD
Alternative Extinguishing Systems (CO ² , clean agent, dry chem)	Seattle Fire Code 901.6	Annual
Automatic Sprinkler Systems - Wet	Seattle Fire Code 901.6	Annual
Automatic Sprinkler Systems - Dry	Seattle Fire Code 901.6	Annual
Emergency Alarm Systems (Haz Mat)	Seattle Fire Code 5003.2.9	Annual
Emergency Generators	Seattle Fire Code 604.3	Annual
Fire Alarm Systems	Seattle Fire Code 901.6	Annual
Fire Escapes	Seattle Fire Code 1104.16.5.1	Every five years

March 13, 2017

Letter from Seattle Fire Marshal to Service Providers re: Systems Testing Reporting

Page 3

	SFD Admin Rule 11.01.14	
Fire Pumps	Seattle Fire Code 913.5 NFPA 25 Chapter 8	Annual
Rangehood	Seattle Fire Code 901.6	Every six months
Smoke Control Systems	Seattle Fire Code 901.6	Annual
Standpipe Systems	Seattle Fire Code 901.6	Every five years
Standpipe Systems – Marinas	Seattle Fire Code 901.6	Annual

For more information, please email our office at SFD_FMO_SystemsTesting@seattle.gov. Thank you for your partnership in helping preserve lives and protecting property for all who live, work, visit, or do business in Seattle.

Respectfully,

A handwritten signature in black ink, appearing to read 'Ch Cordova', with a long horizontal flourish extending to the right.

Chief Charles Cordova, Fire Marshal
Seattle Fire Department